

**Minutes from a Meeting of the Concordia Council on Student Life  
Held on April 30, 2010  
SGW H-769, 10 am**

**PRESENT:** Ms. Elizabeth Morey (Chair), Ms. Lauren Broad (Secretary), Mr. Gerald Beasley, Dr. Catherine Bolton, Ms. Claudie Boujaklian, Mr. Roger Côté, Ms. Melanie Drew, Ms. Angela Ghabban, Mr. Daniel Houde, Mr. Manu Jain, Mr. Howard Magonet, Mr. Auob Muntasar, Mr. Prince Ralph Osei, Mr. Alexander Oster, Mr. Rodney Roberts (on behalf of Ms. Katherine Hedrich), Ms. Dale Robinson, Mr. Adrien Severyns, Ms. Stephanie Siriwardhana, Ms. Laura Stanbra, Ms. Brigitte St-Laurent, Ms. Lorraine Toscano.

**ABSENT WITH REGRETS:** Ms. Rose Wangechi.

**ABSENT:** Ms. Johanne De Cubellis, Ms. Kristen Gregor, Mr. Jacques Lachance, Ms. Amanda Paquin, Ms. Katie Sheahan, Mr. Mohammad Faisal Uddin.

**1. APPROVAL OF AGENDA**

The Chair called the meeting to order. Mr. Severyns moved to approve the agenda. Mr. Magonet seconded the motion.

*The motion passed unanimously.*

**2. REMARKS FROM THE CHAIR**

The Chair noted that with the end of the academic year quickly approaching, everyone is extremely busy with events and exams. She hope to see students, faculty and staff alike attend convocation since it always is a wonderful occasion.

**3. APPROVAL OF MINUTES FROM THE MEETING OF JANUARY 29, 2010 AND APRIL 9, 2010**

The Chair explained that the minutes from January 29, 2010 would have to be approved, as well as the minutes from April 9, 2010. The January 29, 2010 minutes had not been approved at the April 9, 2010 meeting because there was no quorum at that time.

Mr. Osei moved to approve the minutes from the meeting of January 29, 2010 and Ms. Stanbra seconded the motion.

*The motion passed unanimously.*

Mr. Severyns moved to approve the minutes from April 9, 2010 and Ms. Drew seconded the motion.

*The motion passed unanimously.*

**4. BUSINESS ARISING FROM THE MINUTES OF JANUARY 29, 2010 AND APRIL 9, 2010**

**4.1 Healthy initiatives for MELS funding**

Ms. Stanbra reported that she had not received any feedback from members of the Council with ideas for healthy initiative projects to apply to MELS for funding. Now that the Financial Aid and Awards Office and Health Services were located on the second floor of the GM building, Ms. Stanbra noted that they wished to promote the use of the stairwells, however the stairwells would require some much needed upgrading. She suggested applying to MELS for funding, which is approximately \$25,000, to invest in that particular stairwell in the GM building, as well as into other stairwells, such as those in the Hall building. Ms. Stanbra added that whatever the proposed project, it would have to be focused on healthy living, including exercise and/or nutrition. Mr. Osei proposed using students in the Faculty of Fine Arts to contribute to the beautification of the stairwells, and Ms. Stanbra replied that the details had not been worked out, however they could certainly be involved. The Chair confirmed that Ms. Stanbra would proceed to get a quote for the proposed project and hopefully by the fall 2010 semester the stairwells in the GM and the Hall building would be more inviting.

#### **4.2 Tuition waivers for participation in student governance**

The Chair reported that a sub-committee had come together to discuss the issue of recognition for participation in student governance, including the Chair, Ms. Drew, Mr. Jain and Mr. Muntasar. A document was distributed to members of CCSL, including a draft motion and its associated eligibility requirements.

Mr. Muntasar put forth the following motion, seconded by Ms. Drew:

*Whereas students involved in university governance put a lot of time and energy into improving Concordia University;*

*Whereas Concordia University should encourage students to be involved in their community;*

*Whereas Concordia should find a way to acknowledge and reward such involvement;*

*Whereas CCSL made the recommendation to implement a tuition waiver for participation in student governance in the 2002-2003 academic year;*

*Be it resolved that the Concordia Council on Student Life recommend that students sitting on the Board of Governors, the University Senate, CCSL and the Faculty/School Councils receive the following: i) official recognition on their Co-Curricular Record and ii) a participation award equivalent to approximately six (6) credits per year (\$400) at the Quebec resident tuition rate, to be dispersed when the committee has concluded their scheduled meetings each year.*

*Be it resolved that funding to support the participation awards shall come from the CCSL Special Projects Fund. An amount of \$ 5,000 shall be earmarked from the fund for the participation awards each fiscal year.*

*Be it resolved that the distribution of the awards for participation in student governance shall begin effective immediately with students who meet the eligibility requirements for the 2009-2010 academic year.*

*Furthermore, in order to be eligible for the waiver, students must meet the requirements set forth in the "Participation Awards Eligibility Requirements" addendum.*

The Chair informed the Council that in the first BIRT of the motion, the word "dispersed" should in fact read as "disbursed".

Ms. Drew wished to speak to the motion presented. She noted that it became clear in the sub-committee meeting and communication through email that there was an outstanding issue with the original recommendation made by CCSL in 2002-2003, whether or not the recommendation was to give a credit equivalent to three or to six credits for eligible students. When the tuition waiver was implemented, it had been done so for three credits. Ms. Drew wanted to bring it to the attention of the Council that the updated motion at hand was requesting a value equivalent to six credits. She noted that the amount of \$5,000 to be set aside from the CCSL Special Projects Fund for this purpose was reflective of the award being equal to six rather than three credits.

Ms. Stanbra asked whether or not this was the only change made from the original motion, and Ms. Drew replied that some minor changes were made in the eligibility requirements to clarify how many meetings a student could miss in order to make it more operational for implementation. Ms. Drew also noted that it might be wise to remove the dollar amount of approximately six credits (\$400) from the motion, since this may in fact change over the years. Mr. Muntasar notified the Council that the point referring to a notation on the student's transcript was changed to the new co-curricular record that was in the process of being implemented at the university. Mr. Muntasar reported that the Chair had provided the sub-committee with ample research that had already been done by previous members of CCSL on this topic in 2002-2003, and the sub-committee found that most of it was still relevant. The new motion was based on much of this past research. Mr. Muntasar said some of his colleagues had confirmed that the dollar value of credits a student received in past years depended on which committee they sat on. The Chair clarified that this information was incorrect according to all the cheque requisitions that had been issued in past years from the Dean of Students Office, all of which were for the dollar equivalent to three credits. In past years, only a student who sat on two committees would have received a dollar equivalent of six credits.



Ms. Drew said that another change proposed in the motion set forth was to have a financial award given to eligible students rather than a tuition waiver applied to their student account. The reasoning for this was to avoid complications arising with students who were graduating and to simplify the process of reimbursement for all those involved.

A discussion ensued on the motion and eligibility requirements presented, with the following points of interest:

Ms. Drew asked if a student participating in student governance was not taking six credits during the academic year, would they still be eligible to receive the award. Mr. Osei confirmed that in order to be a currently registered student, they would have to take at least three credits per semester, for a total of six credits per year. Therefore, as soon as a student was no longer registered for three credits in the semester, they would no longer be allowed to participate in student governance.

Dr. Bolton asked what would be the responsibility of each secretary of the eligible bodies each year. The Chair confirmed that at the end of the academic year, each secretary would be asked to provide an attendance report to the secretary of CCSL, who would then determine which students would receive the award. Dr. Bolton asked what would be considered acceptable supporting documentation for a second absence, to which the Chair replied that a doctor's note, or something of similar nature, would be acceptable.

Mr. Osei requested that the eligibility requirements be amended to modify the sentence "Students who participate on more than one governing body are eligible for a maximum of up to \$800.00 per academic year" to read "...for a maximum of up to twelve (12) registered credits". Mr. Côté asked whether or not that meant that the student would have to be registered for twelve credits and Mr. Osei confirmed yes.

Mr. Osei requested that the minutes show that students will not receive the award unless they are registered in a class while the committee in question is active, in order to avoid people taking advantage of the system in the future.

Ms. Stanbra noted that with respect to the \$5,000 earmarked annually from the CCSL Special Projects Fund to sustain the participation awards, this funding would not roll over from one academic year to the next if it was not fully used in one year.

Several amendments were put forth and accepted, resulting in the following updated motion put forth by Mr. Muntasar, seconded by Ms. Drew:

*Whereas students involved in university governance spend a lot of time and energy contributing to Concordia University;*

*Whereas Concordia University should encourage students to be involved in their community;*

*Whereas Concordia should find a way to acknowledge and reward such involvement;*

*Whereas CCSL made the recommendation to implement a tuition waiver for participation in student governance in the 2002-2003 academic year;*

*Be it resolved that the Concordia Council on Student Life recommend the establishment of the Committee Participation Award Program for the benefit of students sitting on the Board of Governors, the University Senate, CCSL and the Faculty/School Councils, that they receive the following: i) official recognition on their Co-Curricular Record and ii) a participation award equivalent to a maximum of six (6) credits per year at the Québec resident tuition rate, for which the student must be registered in the same academic year. The award is to be disbursed when the committee has concluded their scheduled meetings each year.*

*Be it resolved that funding to support the participation awards shall come from the CCSL Special Projects Fund. An amount of \$ 5,000 shall be earmarked from the fund for the participation awards each fiscal year. The Dean of Students Office shall be the designated administrator of the Committee Participation Award Program.*

*Be it resolved that the distribution of the awards for participation in student governance shall begin effective immediately with students who meet the eligibility requirements for the 2009-2010 academic year.*

*Furthermore, in order to be eligible for the award, students must meet the requirements set forth in the "Participation Awards Eligibility Requirements" addendum.*

***The motion passed unanimously.***

The Chair noted that the updated recommendation would be presented at the next Board of Governors meeting and that Mr. Osei could speak to it if necessary.

#### **5. REPORTS AND ITEMS OF INFORMATION**

No reports or items of information were discussed.

#### **6. NEW BUSINESS**

Mr. Osei wished to thank the members of the Council for working with the CSU, adding that it had been a pleasure. Members of the Council helped by serving not only as administrators, but as mentors as well. Mr. Osei said that the student representatives had learned a lot from the experience. Mr. Oster encouraged members of CCSL to join Sustainability Concordia for their end of the year barbecue, taking place on May 3, 2010 at noon on the Terrace outside the Hall building. The Chair confirmed that she looked forward to working with the CSU again next year and wished good luck to all those that would be graduating.

#### **7. NEXT MEETING**

The next meeting will be in September 2010. Date, time and location to be confirmed at a later date.

#### **8. TERMINATION OF MEETING**

Mr. Oster motioned to terminate the meeting. Ms. Siriwardhana seconded the motion.

***The motion passed unanimously.***

***Please note that following the CCSL meeting of April 30, 2010, the recommendation regarding the Committee Participation Award Program was further updated before being presented to and approved by the Board of Governors meeting held June 17, 2010. Approved recommendation attached and sent to CCSL members on July 12, 2010.***